

Professional Project Management: Laying the Foundation

Duration

3 days

Instructor

Coral Trisko

Class Limit

20 students

Prerequisite

None

Price

On-site:

Please contact SPC
for pricing (contact
information on page 2)

Public Training:

\$1485 (2 days)

*Discount available for
early registration

Materials Provided

- Student manual containing the course slides
- Student handouts with class exercises and class studies

Gain a solid understanding of project management methods with this comprehensive introductory course. Gain practical experience in proven project management techniques and discover valuable, flexible tools that can be used immediately on the job to ensure the success of any type of project in any type of organization.

Apply your project management skills to the unique challenges of projects with strategies developed in the field by experienced project managers.

Using strategies developed in the field by experienced project managers Professional Project Management provides the foundation, techniques, and tools to:

- manage each phase of the project life cycle
- work within organizational and cost constraints,
- set goals tied directly to stakeholder needs,
- get the most from your project management team, and
- use state-of-the-art project management tools to get the work done on time and within budget.

Covering the entire project life cycle, this course is based on the principles established in the Project Management Institute's A Guide to the Project Management Body of Knowledge (PMBOK™ Guide), which incorporates information essential to project success and establishes international standards and guidelines for project management.

You'll learn project management skills through use of a case study, with hands-on exercises, and a broad range of practical experiences that can immediately be applied to your job. This approach yields a comprehensive project management experience, including the early stages of defining project scope, requirements, developing work breakdown structures, risk management, communications management, change control, and closeout.

As Enterprise Project Management's fundamental course, Professional Project Management opens the door to more efficient project implementation.

Intended Audience

Designed for both new project managers and experienced project managers who wish to refresh their skills or develop an understanding of formal project management processes and techniques. You will gain an understanding of the strategies and skills necessary to manage projects of any size. Plus, you'll receive tools to enhance your project management capabilities. The course material includes the Project Management Memory Jogger: A pocket guide for project teams by Goal/QPC.



TRAINING

Professional Project Management

Instructor

Coral Trisko is a fully certified Project Management Professional (PMP) through the Project Management Institute, with over 20 years experience in Project Management. Ms. Trisko has a Graduate Certificate in Project Management from Royal Roads University in British Columbia, Canada.

She is the President of Enterprise Project Management, Ltd., which specializes in design, development and delivery of Project Management throughout private and public sector organizations internationally. Coral assists organizations to design and implement Project Management methodologies, Project Support Office environments, and provides senior Project Management Consulting services internationally. Coral has provided assessment, development and implementation of project management practices, tools, and methodologies for organizations worldwide.

Ms. Trisko has developed and facilitates the Graduate Certificate Program in Project Management and the MBA program for Royal Roads University. Coral's consulting and curriculum assignments have been for companies such as Microsoft, AT&T, ABB Sweden, Novartis Pharmaceuticals, Schindler Elevator, Syngenta Pharmaceuticals, Sprint Canada, Cominco, CANPAR, Lucent Technologies, Liberty Mutual Insurance, Cincinnati Bell, and for the government of British Columbia.

For more information on this or other SPC Springboard courses, please visit www.spcspringboard.com or e-mail SPC at info@spc.ca

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Outline

Day 1

Unit 1: Project management overview

Unit 2: Project Initiation

- Project life cycle
- Needs analysis
- Risk/environmental scan
- Managing quality

Day 2

Unit 3: Project planning

- Work breakdown structure
- Network diagram
- Estimating
- Unit 4: Team building
- Situational leadership
- Power

Day 3

Unit 5: Stakeholder management

- Stakeholder analysis
- Communication planning

Unit 6: Risk management

- Identification/Quantification/Management

Unit 7: Progress Reporting & Change Control

- Status reports
- Change control

Learn How To:

- Develop a results-driven project plan
- Manage an effective project team
- Identify and manage customer requirements using proven techniques
- Identify, analyze and manage risk
- Identify and analyze stakeholder acceptance

PMBOK Knowledge Areas Covered:

- Integration Management
- Scope Management
- Quality Management
- Time Management
- Cost Management
- Human Resources Management
- Communications Management
- Risk Management
- Procurement Management